

AD HOC HOUSING NEEDS ANALYSIS CITIZENS ADVISORY COMMITTEE

Meeting Minutes

October 1, 2020 6:00 PM

NEWBERG CITY HALL

Meeting held electronically due to COVID-19 pandemic

(This is for historical purposes as meetings are permanent retention documents and this will mark this period in our collective history)

Chair Curt Walker called meeting to order at 6:08 pm

ROLL CALL

Members Present: Curt Walker, Chair
Corey Zielsdorf, arrived at 6:14 pm
Charlie Harris
Jack Kriz
Abisha Stone

Members Absent: Jessica Cain, excused
Todd Engle

Staff Present: Doug Rux, Community Development Director
Patrick Davenport, Planning Manager

Consultants Present: Beth Goodman
Margaret Raimann

PUBLIC COMMENTS:

None

CONSENT CALENDAR:

Approval of the August 6, 2020 HNA CAC meeting minutes

MOTION: Member Charlie Harris and Member Abisha Stone moved to approve the August 6, 2020 HNA CAC Meeting Minutes, Motion carried 4/0

INTRODUCTIONS:

Patrick Davenport, Planning Manager introduced himself and updated the committee on his background.

Robin Steel, Legal Department staff introduced herself as host of the zoom meeting.

Members Curt Walker, Abisha Stone, Jack Kriz, Charlie Harris, and Corey Zielsdorf introduced themselves and shared their background.

Consultants Margaret Raimann and Beth Goodman from Eco Northwest a consulting firm helping the City of Newberg with HNA update.

PRELIMINARY BLI RESULTS:

Margaret Raimann presented a PowerPoint on the buildable land inventory update process. Margaret started with the methodology and noted that an inventory of the BLI is to create a land base of the land we will be looking at, noting in this case it is residential land. An update was done on the land base using 2020 tax lot data. Margaret noted they did a quick thorough check of plan designations and tax lot boundaries to see the changes if any since 2018. They reviewed the development status, verified those that may no longer be vacant or were developed since the last BLI based on permit data

from the City as well as aerial imagery. Margaret noted since some of the tax boundaries changed they had to recalculate constrained area and calculate buildable area.

Margaret showed the residential plan designations that are used for the land base. The only change is the re-designation of the Riverfront District area which wasn't in place when the previous HNA BLI was done.

Margaret went through the BLI land use classification definitions. Verifying vacant and partially vacant were still accurate.

Member Harris asked if the lots that are fully developed are consistent with current zoning, for example if we are going to have duplexes allowed on single family lots is that included. Margaret noted that comes in at allocation of capacity. Beth also responded what they are trying to get to is an idea of acres of vacant or partially vacant unconstrained land. Beth noted figuring out how many units that land can accommodate is a step beyond what we're talking about this evening.

Member Harris asked for example if there was a 7,500 or 10,000 square foot lot with a single family home on it is that considered fully developed. CDD Rux responded that if you have a 7,500 square foot lots with a single family home that is considered to be fully developed. He noted the issue about House Bill 2001 and duplexes which was talked about in the last HNA meeting is that the provisions and compliance do not need to occur until the end of June 2021 and do not factor into this HNA. The City will have to do another HNA down the road. CDD Rux also noted there is a separate consultant on board who is working with a separate citizens committee who will be working through all of the duplex and middle housing regulations.

Beth noted you wouldn't necessarily assume that single family homes on a 7,500 square foot lot would have a new duplex, occasionally you'll get units that are torn down and maybe a duplex built but that's not going to be what you're going to see over the City. For developed land this will affect the House Bill 2001 rules, developed areas and existing neighborhoods slowly over time.

Member Harris responded the draft said you could assume that for lot sizes of 7,500 feet or less there would be a 1% growth and duplexes would show up on 1% of those, larger lot sizes that would be 3%.

CDD Rux noted this is all getting to House Bill 2001 which does not apply to the work we're doing on the HNA. Member Harris asked if we can disagree. CDD Rux noted you can disagree with it but we don't have any regulations to apply at this point. There is an administrative rule that lays out a process we have to go through which is an evaluation to determine that and this work will not be done until the end of June of 2021. CDD Rux noted the reason we don't put off until then (June 2021) is because we have to submit and update BLI to the Department of Land Conservation and Development by the end of February of 2021. Beth noted you can't base your buildable lands inventory on policies that are not yet adopted, so the basis for assumption have to be policies that are already adopted.

Margaret continued and asked if anyone has any questions about classifying land.

Member Stone asked under developable lands if you have multiple 3,000 square foot tax lots that were adjacent to each other would that be noted under developable or looked at as reassigned to a larger tax lot. Margaret noted the reason we have this category mostly is for housekeeping purposes and GIS to make sure we're not including anything that aren't actually tax lots.

Member Zielsdorf asked in relationship to buildable lands inventory, is there a way to look at existing utility trunks such as sewage lines and pump stations in relationship to the inventory that is available. What is their capacity currently and if you bring in additional buildable lands what's the impact to having another utility trunk line. Which lands could come in sooner than others related to existing infrastructure?

Beth noted if the City has the information about its infrastructure digitized and the City could use the Buildable Lands Inventory in future capital improvement work to decide where to prioritize future investments and in some cases cities will look at where they have large areas that are potentially developable and not serviced entirely. In the Buildable Lands Inventory this is not a step that we go towards, this is a way the inventory could be used by the City and its future planning.

CDD Rux noted as an example Springbrook Properties is within the UGB, when you look at the inventory it has plans that are identified as partially vacant and totally vacant. There is an entire master plan for that infrastructure and as part of that we have a five year Capital Improvement Program, Functional Plans (Transportation, Sewer, Water, Storm and Wastewater). We have capital projects identified in the five year period where we would use SDC's to extend infrastructure to lands that are within the existing UGB to provide capacity so areas that are identified as vacant or partially vacant can be developed in the future in addition to the developer providing infrastructure improvements to support their development.

Member Harris asked if there is a way to overlay the development status map with the Comp Plan Map.

Margaret continued on with the maps showing the BLI development constraints, streams, floodplain, floodway, wetlands, steep slopes and landslide hazards. She noted they put the two maps together and it is showing any plans that are designated as vacant or partially vacant and then applying the comp plan designation and then overlaying constraints in the white on the map you only see the available buildable land.

Margaret continued with the map in table form, after applying the new building permits that happened in since the last BLI, 2019 HNA shows 675 buildable acres and we are now showing 643 acres.

Member Harris noted in 2018 HNA showed 209 acres of LDR and now we are down to 188 acres, he asked how many units were actually developed in those acres and the different categories so we have a better idea of what the recent development patterns are. Beth noted this would be a footnote when we update the information about building permits in the Housing Needs Analysis for future reference.

Member Harris asked to talk about the Riverfront District and why the acreage shown for residential is less then shown in September 2019 alternatives. Beth noted that the Riverfront District has been undergoing some changes to the master plan and some land has been re-designated.

CDD Rux noted in the Riverfront Master Plan there was some of the West Rock Mill site that was identified as medium density residential on the south side of the bypass. This is being reclassified to Industrial because you are not going to try and build a house between the bypass and industrial complex. He noted they have talked to the Fair Housing Council about that as well. He also noted to compensate for that loss of medium density they identified some high density residential off Fourteenth Street and College Street and there is about three and a half acres. He noted we have had some development since we adopted the Riverfront Master Plan that's captured in the BLI. There is some apartment land and now there are homes in the Riverrun subdivision off Weatherly Way being built.

Member Harris noted he was looking at 114 acres of residential and now we are down to 20 acres.

CDD Rux said the final document for the Riverfront Master Plan is on the website under the project page and there are tables in there but to remember those tables are looking at an area of 460 acres in size. In the Riverfront we were extracting out and getting to the net for what was actually residential land. The consultants for that project were then trying to take out the Goal 5 resources so there are some numbers in the Riverfront Plan may not be exactly what you see in the HNA. The HNA is actually more accurate because it has gone down to putting together maps and extracting out lots that have been developed and cleaned it up. The Riverfront Master Plan is a very high-level document and is the vision in the concept of what we want to have. CDD Rux noted they are going to Planning Commission on October 8, the City Council on November 2nd and holding public hearings to actually adopt comprehensive plan, text changes, map changes, development code changes and zoning changes to implement the Riverfront Plan. CDD Rux noted that with Margaret and Beth they went through and took all of the changes we are in the process of working on and reflected those in the HNA BLI for residential.

Member Harris commented the Springbrook Plan shows midrise residential and buildable residential and asked how does that equate to medium density and high density. Also asked what village residential requires.

Margaret noted the way we took the Springbrook District in the HNA is that when refining capacity we don't use the acreage listed here. We use within the master plan in terms of the number of dwelling units so we override any capacity. For low density or medium density residential calculation based on buildable acres and an assumed identity. For example low density residential has an assumed density of 4.9 dwelling units per acre and is used as usable acres number. In the

Springbrook District we use our ultimate capacity numbers based on what is in the master plan. There is a split in village residential, some is single family detached, some single family attached and some multifamily. We use those dwelling unit capacity numbers from the master plan versus relying on the buildable acres so were not double counting.

Member Harris asked if there is any high density residential included in the Springbrook District.

CDD Rux noted what is in the Springbrook District is medium density which is up off of Center Street and Mountain View there's approximately 12 acres medium density. The Springbrook District Village the balance of it is low density residential.

PRELIMINARY HOUSING FORECAST:

Beth presented the preliminary housing forecast. The big change in the analysis is in the population forecast Portland State University gave Yamhill County a new population forecast on June 30, 2020, this is the forecast to build from. We are looking at 2021 through 2041 planning period and over those 20 years we're looking at 7,995 new people. The prior forecast showed 10,819 new people and that is a decrease in the forecast of 2,800 new people. When we take 7,995 new people and convert into new dwelling units we use the same methodology that we used in the prior Housing Needs Analysis. We have adjusted some of the census information to the most recent version of the census, for instance the average household size in the prior HNA was 2.62 persons per household. In the current most updated census it is 2.61. The vacancy rate was 5.3% and we show here 5.5%. We also adjusted the percentage of people in group quarters based on the newer census data. We use the newest census data because it is the best available data and it is a safe harbor assumption and you have to use the most up to date census data. The big change in population made the big difference so over the next 20 years we are looking at 2,998 new dwelling units compared to the 2019 forecast of 4035 new dwelling units.

Member Stone asked why there was a decrease in population. Beth responded that Portland State University doesn't tell us the reason and that Newberg is not the only City where the forecast is quite a few thousand lower.

CDD Rux noted he has talked with McMinnville because their forecast was also lower. All the cities in Yamhill County forecasts were lower and what he found in some of the briefings he went to was this is due to aging population, death rates and lower birth rates are occurring now.

Beth noted she was looking at this issue in a different context for the City of Salem recently and found Salem and Marion County growth rates were almost dead on and the same with the State and for the Nation since 2010. PSU uses a cohort component model for their forecasts so they look at birth and deaths, which is a precise sort of model. If we lived in Utah where most of the population growth results from natural increase, than that would be a very good model. In Oregon most of the growth results from in migration.

Member Harris asked what group quarters are and why they are taken out. Beth responded they are dormitories, jails, certain types of nursing homes and are taken out because those typically need different types of land and are not typical housing units. We account for group quarters and land for group quarters in tables later in the study.

Member Zielsdorf commented in real estate there is discussion about rural population trends with COVID-19 changing because of people moving out of urban centers into rural environments. He noted watching this could continue and be a trend.

Beth noted she would not consider Newberg an urban center. She noted there are a lot of people who want to talk about climate change refugees, which was the subject in Salem and is a speculative long term trend that is not being taken into account in the forecast. There's lots of ways in which these forecasts can change and that's why they're being updated every four years and why Doug says you'll have to redo your HNA at some point.

Beth continued with new dwelling units by needed mix, Newberg UGB, 2021 – 2041. We put these dwelling units into different types, single family detached, single family attached and multifamily which includes everything from duplex to apartment buildings. The percentages 60%, 8% and 32% have not changed from the 2019 HNA.

Beth noted they are showing some information that will be more useful later in the housing needs analysis. 20 of the new single family detached units will be accommodated through accessory dwelling units which is based on historical

development of accessory dwelling units. Also factored in is redevelopment of a hundred units of multifamily which is based on the City's Downtown Plan. In prior analysis we estimated between 60 and 140 new units of multifamily that might be redeveloped in the downtown area based on the Downtown Plan.

Member Harris asked CCD Rux whether the 100 units of multifamily in the Downtown Plan is it all consistent with the Butler Property Proposal. CDD Rux noted the Butler Property is under evaluation and that it is covered under executive session privilege with City Council so he can't talk about the Butler property. Member Harris asked for an explanation about the Downtown Plan and why 100 units are being taken out.

CDD Rux noted the consultants we worked with at that time back in 2015 and 2016 looked at redevelopment opportunities within the downtown area. The primary focus of that redevelopment is along Second Street between River Street and Grant Street. From Main Street to River Street opportunities were looked at to provide some units on 2nd, 3rd or 4th floors on other lots that are not developed in the downtown area at this point they are vacant parking lots. Consultants gave us a range and when we did this in 2019 we selected a point. What has occurred since the 2019 is we did have a 20 unit apartment project constructed on Second Street and that has affected that multifamily number. The numbers that we are using for multifamily downtown come from another plan that has been approved by the City.

Beth noted the next steps are looking at estimates of capacity of our vacant land and use the same assumptions about the density that we used in the 2019 plan. We need to figure out how much and whether we have enough capacity of vacant land to accommodate the forecast for new housing.

PUBLIC / SEMI-PUBLIC LAND NEED OVERVIEW:

Beth noted we are doing an Economic Opportunities Analysis and that is getting a good idea of how much commercial and industrial land the City needs. The Housing Needs Analysis is how much the City needs for housing. In both of these we have to incorporate land need for rights of ways. We're accounting for the land needed for streets through density assumptions, but were not accountable for land needed for other public and semi-public uses. The biggest of those are parks and churches so what we're doing here is an analysis looking at other public and semi-public land needs for things like municipal land, City State County and land needs for schools. Land needed for schools is very different than any other type of land. Park land is very different. Most of the semi-public uses are things like churches and cemeteries. To come up with this estimate of public and semi-public need is some combination of asking other agencies what they need, look at adopted plans, specifically for the parks and then look at the land use for semi-public land that's already in existence. Starting with parks, there is a level of service for park land that's adopted in the Comprehensive Plan it is based on Park Districts park land. Neighborhood parks level of service and is measured 2.5 acres per thousand people. Between 2021 and 2041 we are going to see a growth of 7,900 people so that's 8 persons per 1,000 people. 2.5 times 8 is a 20 acre land need for neighborhood parks. For community parks the level of services 5 acres per 1000 so for nearly 8,000 new people that is 40 acres. There are two types of parks that are not included that we need to talk to your Park District about because they didn't set a level of service. Those are regional parks and citywide parks, we will need to talk to the Park District to justify them in this analysis. For semi-public uses we looked at existing developed acres for churches and that's 85 acres per thousand people in 2021 that is nearly 25,000 people so with 24.9 people, currently you have 3.5 acres per 1,000 people for churches times about 8000 people is 28 acres of land needed. For other semi-public uses you have a lot less land which is 12 acres and you have a land need of half an acre per 1000 people which is 4 acres. For Park land you're looking at about 60 acres plus the large parks if there is a need. Semi-public uses about 32 acres.

Member Zielsdorf asked if any of the constrained lands considered available lands for parks to meet the park requirement.

Beth responded that the constrained lands are on private properties and so unless they are on publicly owned properties she would say no.

Member Zielsdorf noted he knows the City has plans for trail systems I would call constrained lands. Beth said those systems are different than the types of parks that we are looking at here. They are not considered as part of the acreage they are essentially linear parks trail systems so there's specific size and characteristics to what is a neighborhood park, like specific size and characteristics for what makes it a neighborhood park. Trail systems tend to be different and the characteristics are different.

CDD Rux added the Park District acquires land in order to build the types of parks that are listed in their master plan. Neighborhood Parks, Community Parks, and Regional Parks may have an area but there is limitations on what you can do within our goal of five resources. The most recent park, Friends Park got some additional land dedicated to them. When they improved the park they did not do any improvements in the riparian area for the piece of property dedicated to them. All the park improvements, the grass areas, the play structures, the parking lot were all on the upland area outside of the Goal 5 resource areas. In looking at the constrain map those lands are privately held so the Park District may have a Master Plan about a trail running up Hess Creek in the future. Which means they have to acquire easements in order to build a trail, so they actually do not own it they just have an access right to be able to use for a trail in the future.

Beth noted the next steps are to talk with different agencies and organizations. Margaret has been in the middle of a number of calls to organizations like ODOT and if they expect to have more land needs for the bypass or for any other ODOT facility. Also with the City to see if they plan to build using acres over the next 20 years or if there are any other public needs. We had discussions with CDD Rux and the School District is not expecting to purchase additional property for new schools over the next 20 years and we will be confirming that with the School District.

Beth noted they will continue to fill in and explain each type of public or semi-public land needs and give the best available estimate of that land need. For example in many communities churches are often in residential areas, parks are generally in areas that are zoned for residential, community parks may be in mixed with commercial and residential but not in industrial areas. We will look at that mix and convert these acres into reasonable estimates of plan designations.

Member Harris asked if we are looking at rezoning non-residential land to residential land or is that not part of this project.

Beth noted it is not part of this project, if the City needs an Urban Growth Boundary expansion then the discussion of rezoning land or land use efficiency measures would happen after these two projects conclude.

CDD Rux noted there's three foundational pieces of information you need to initiate an Urban Growth Boundary expansion. You need Economic Opportunities Analysis, Housing Needs Analysis and your Public Semi-Public Land Needs Analysis. This is what we're trying to get at and we do have surplus or deficiencies in all three of these categories.

Member Harris asked about a 20 acre surplus of commercial property that would show up in the EOA.

CDD Rux responded that was correct. He noted that within the next couple years commercial land for that analysis is showing vacant could be developed, then two to three years from now we might be in a situation where we're deficit in commercial land.

Member Harris asked if CDD Rux could send out the report that is filed with the DLCD showing number of permits by use. CDD Rux responded that we are not a community of 25,000 and do not have to report that yet. There are new reporting requirements were under 25,000 have to report based on cost burden. There is a report and it is online if you go to HB 4006 annual reports, these are submitted to DLCD and Oregon Housing Community Services. CDD Rux noted once we reach 25,000 in population Newberg will have a new set of reporting requirements to the DLCD.

Beth noted the population projection shows what is inside of the UGB which is different than the City limit, so the 25,000 population is triggered by the City limits population not the Urban Growth boundaries population.

CDD Rux noted the 2020 PSU population forecast for Newberg 24,045 so we are really close to 25,000.

NEXT STEPS:

CDD Rux noted the next two meetings, meeting number #3 Beth and Margaret of Eco Northwest will not be attending this meeting and staff will be leading which will be on October 22nd at 6:00 pm.

Meeting #4 will be on December 3rd at 6:00 pm which will be the final BLI and housing forecast and the final public and semi-public land needs.

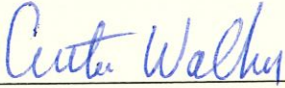
PUBLIC COMMENT:

None

ADJOURNMENT:

Chair Walker adjourned meeting at 7:14 pm

**APPROVED BY THE ECONOMIC OPPORTUNITIES ANALYSIS CITIZENS ADVISORY
COMMITTEE this xx, 2020**



Curt Walker, EOA CAC Chair



Doug Rux, Recording Secretary